Credit Point Policy

**Purpose**
This policy is to establish BMIHMS’ approach to determining determination and allocating credit points to subjects and courses. The policy identifies standard credit point values for different types of subjects and courses and the typical student workload.

**Coverage**
This policy and procedure applies to all BMIHMS programs wherever delivered.

**Responsibilities**

- **Assistant Director Student Services:** Ensures that processes are in place to guarantee that students are allocated the correct credit points for successful completion of units and that the relevant number of credit points are achieved by a student before graduation is recommended.
- **Director Quality and Educational Planning:** Ensures compliance with this policy.
- **Head of School, Director of Academic Affairs:** Ensures that the policy is understood and applied by academic staff when advising students

**Policy Statement**

**Allocation of Credit Points:**
Credit points are allocated to subjects and courses during curriculum development and review processes.

The allocation of credit points to subjects and courses will be based on:
- Advice from the Course Advisory Committee
- Advice from other BMIHMS governance boards and committees
- Benchmarking against programs offered nationally and internationally with similar student outcome and graduate attribute profiles

having regard to:
- student study load and duration of the subject
- theoretical and/or applied requirements of the subject
- degree of research and independent learning requirements of the subject
- requirements of regulatory frameworks.

**Value of Credit Points:**
Typical patterns of credit point values are:
- 2 credit point theory subjects represent 40 nominal hours of face to face teaching
- 2 credit point applied subjects represent 40 nominal hours of face to face teaching plus an additional 90 hours of applied practical workshops
- Industry practicum and work-integrated learning subjects which take between 600-760 hours represent 8 credit point
- Research subjects at post graduate level are 4 and 6 credit points depending on the student research commitment reflected in the duration of the subject and the length of the researched work.

**Credit points for completion of programs**
In order to complete a course of study at BMIHMS, a student needs to accumulate the following total credit points:
<table>
<thead>
<tr>
<th>Course</th>
<th>Total credit points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diploma of Business (International Event Management/International Hotel &amp; Resort Management)</td>
<td>20</td>
</tr>
<tr>
<td>Associate Degree of Business (International Event Management/International Hotel &amp; Resort Management)</td>
<td>40</td>
</tr>
<tr>
<td>Bachelor of Business (International Event Management/International Hotel &amp; Resort Management)</td>
<td>56</td>
</tr>
<tr>
<td>Graduate Certificate in International Hotel Management</td>
<td>8</td>
</tr>
<tr>
<td>Master of International Hotel Management</td>
<td>32</td>
</tr>
</tbody>
</table>

**Associated Forms**

N/A

**Related Information**

N/A

**Review**

Any suggestions for changing this Policy/ procedure are welcome. Please complete the [Improvement Request Form](#).

**Comments**

**November 2012:** New policy created as part of BMIHMS’ response to regulatory requirements embodied in the Threshold Standards.